

TOWN OF VIENNA  
TREASURER  
127 Center Street South  
Vienna, VA 22180  
703-255-6321

REPORT OF TAX ON MEALS & LODGING

FOR:

MONTH \_\_\_\_\_

Chapter 6, Article 4, Sec. 6.32-6.47

Chapter 6, Article 5, Sec. 6.48-6.59

YEAR \_\_\_\_\_

Name of Business: \_\_\_\_\_ Virginia Sales Tax  
Registration No.: \_\_\_\_\_

Location: \_\_\_\_\_ Telephone: \_\_\_\_\_

1. Gross receipts of meals or lodging.....\$ \_\_\_\_\_

2. 3% of Line 1.....\$ \_\_\_\_\_

3. Less sellers discount of 3% of Line 2 (applies  
only if collections & report are filed by the due date).....\$ \_\_\_\_\_

4. Net tax payable to Town  
Line 2 minus Line 3.....\$ \_\_\_\_\_

5. 10% penalty for late payment  
(Minimum of \$10.00).....\$ \_\_\_\_\_

6. Total tax and penalty.....\$ \_\_\_\_\_

7. 10% per annum interest on tax & penalty  
(.00833 X number of months late X Line 6).....\$ \_\_\_\_\_

8. Total tax, penalty & interest.....\$ \_\_\_\_\_

Please remit the amount shown on Line 8 to: TOWN OF VIENNA  
127 CENTER STREET SOUTH  
VIENNA, VA 22180.

DECLARATION OF TAXPAYER

I hereby swear or affirm that the amounts listed above are true, correct, and complete to the best of my knowledge and belief for the period stated.

Date: \_\_\_\_\_ Print/type name: \_\_\_\_\_

Signature: \_\_\_\_\_ Title: \_\_\_\_\_

DUE THE 20TH OF MONTH FOLLOWING MONTH FOR WHICH REPORT IS MADE